

**Evergreen Fire District
Board of Trustees
Meeting**

Meeting Minutes

Regular Board Meeting of December 2nd, 2019 – 6:00 pm

CALL MEETING TO ORDER:

Chairman Verworn calls meeting to order at 6:16 pm.

TRUSTEES PRESENT:

Verworn Fallon
DePaul Brockman

ABSENT:

Nace

RECOGNIZE PUBLIC IN ATTENDANCE:

Fire Chief Williams	Rachel Burns	Cole Williams	Jack Knuffke	Jared Pitcher
Fire Marshall Covington	Josh Cox	James Boyce	Amy Boyce	Kay Pitcher

PUBLIC COMMENT:

At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.

FINANCIALS:

Discuss and Approve September and October 2019 Financials

(tabled due to not receiving the reports until 5pm prior to the meeting)

CHIEF'S REPORT:

1. October 2019 Call Volume

A) Comparison Incident Count by Weekday/Hour (all zones) for October 2018 & 2019

Chief Williams states that Tuesday and Wednesday continue to be the busiest days of the week after having started the year with the busiest day being Monday. The busiest time of the day continues to be between 10 and 11 am which is good because the department is always staffed appropriately at that time.

B) Comparison Incident Count per zone for October 2018 & 2019

Call volume is up over this time last year; 261 vs 251 (fire/ems combination)

C) Comparison Incident Statistics for October 2018 & 2019

911 calls are down in District by 11 but up by 28 in inter-facility calls this time last year which mean more revenue. (98 last year; 120 this year). Chief Williams states a year to date report will be distributed when the data is available. Chairman Verworn asks if there is data to show any lost calls due to needing critical care level since the contract was signed. Boyce and Chief Williams both state that inter-facilities have been missed due to 824 being in the shop for repairs. Trustee Brockman asks for clarification of 'critical care' and Boyce gives the example of a patient needing to be mechanically ventilated as well as certain types of medications. Brockman also asks what the current population of the District and Fallon states approximately 10,500 as of August a year ago.

NEW ITEMS/UPDATES:

1. Phone System Purchase

Chief Williams acknowledges that most Board members are aware that there have been ongoing problems with the phone system and states that the District is not in compliance with elevator codes regarding the emergency button due to phone issues. Board members have requested at least one more quote be submitted.

PAST ITEMS/UPDATES:

1. District Personnel Insurance Update

Fallon states there were some discoveries in talking to the third party administrator who had been recommended to help with clarification of the relationship between HRA's and traditional plans and the

relationship between HRA's and high deductible plans with an HSA component. Individuals who take a high deductible plan with HSA component have to spend HSA money on the first \$1400 or \$2800 (depending on individual or group) before tapping into HRA money. Ninety-five hundred dollars will be deposited into an account (not held by the County) at the end of every month to pay premiums with a separate check being sent to the 3rd party administrator for HRA participants. The account should be established with 2 months worth of premiums.

(Fallon distributed 2 resolutions based on information he received just prior to the meeting. The Board goes into recess at 7:16 pm to finalize the resolution and take a vote on Resolution 2019-14. The Board comes out of recess at 7:36 pm.)

Motion; Brockman to approve Resolution 2019-14 Establishing A Health Insurance Plan

Second; Fallon

Vote; 4 in favor; 1 absent

A brief discussion is had regarding Resolution 2019-15; A Resolution Establishing A Simple IRA Plan The election period is established as semi-annually; Entry dates of January 1 and July 1. The 'Notification to Eligible Employees' page of the IRS document 5304 SIMPLE will be filled out by employee and returned to Chief Williams.

Motion; Brockman to approve Resolution 2019-15; A Resolution Establishing A SIMPLE IRA Plan

Second; DePaul

Vote; 4 in favor; 1 absent

2. Type I Engine Update

Chief Williams states that an engine has been identified using the GPO process. He feels this particular apparatus best meet the needs of the department based on the current and growing needs of the District. He states the apparatus must be a multi-purpose vehicle and not just a fire truck. It's being spec'd with the utmost functionality based on those current and growing needs and because the Department also operates as a rescue (Evergreen Fire Rescue) which requires a lot of storage space for necessary equipment. The current engine does not have enough storage space for all needed equipment and that equipment must be transported by a chase rig or by other means. Pierce, HME and Ferrara are the three manufacturers listed. The initial figure of \$500,000 for a new engine was an arbitrary number based on an HME and was a ball park figure originally discussed 4 years ago. Chief Williams states that since then he has learned that the HME engine would not meet the needed functionality as initially thought. After more research and talking with other districts around the state it is concluded that Pierce better meets the needs of a multi-purpose engine. He states that the HME would be a second choice due to concerns other than the functionality. He has spoken with other HME clients in the Flathead Valley and has reservation due to what he has been told regarding their maintenance program and who the maintenance provider is. Chief Williams states the District has used the maintenance provider in the past and switched to RES. Chief Williams states that any engine purchased is going to be a year out before actually receiving. The specs being presented for a Pierce apparatus have been carefully and conscientiously considered and is what is needed to best serve the District and provides the best safety to personnel. Chief Williams states that he won't forego safety in order to bring the cost down to meet the arbitrary figure of \$500,000. He states the Pierce also allows the storage space needed for the equipment due to where the pump sits. Boyce states Glacier Bank has offered the lowest interest rate on a loan over Inter-Cap and Republic First National. Chief Williams states that by having the radio wiring installed during the build will help reduce cost and does not anticipate having to buy any equipment and \$14,000 has already been shaved off the cost of the Pierce by eliminating the travel fees tacked on by the manufacturer. He states that the District has budgeted \$180,000 to \$200,000 for ambulance purchases on the vehicle replacement schedule but has never paid that much to acquire one. Brockman asks the cost of the most recent ambulance and is told less than half the budgeted amount. Chief Williams acknowledges Fallon's concern of going over \$500,000 due to the vehicle replacement schedule but states there is approximately \$80,000 'wiggle room' in 9428 alone. Verworn asks Boyce for warranty information and who would be doing repairs on the Pierce if purchased. Boyce states warranty items are done through Pierce and closest mechanic is out of Missoula and has performed pump tests for the District. He also handles all of the warranty work for the City of Missoula. In answering Brockman's question regarding most recent ambulance purchase, Fallon states that it cost \$172,000 and that a grant covered the majority of the cost with the District having only to contribute 10%. He states that the replacement schedule was set up with the intent of purchasing new ambulances due to the repair and maintenance costs

because they are used the most including long distance transports. He maintains that \$500,000 is what was budgeted for a new engine and no more than that should be spent because there are other capital improvements coming up; like the phone system or SCBA. He states that the expenditure may be justified by wild land fire revenue but he does not support that. *(Fallon leaves the meeting due to other obligations; quorum is still present)*

DePaul disagrees with Fallon and states that he supports getting the vehicle that meets the needs of the District and the safety of personnel and in doing so it will save money. DePaul states that the \$500,000 figure for a new engine was not realistic to begin with. Verworn states that going over-budget by approximately \$100,000 is not unreasonable given the revenue sitting in the accounts from other sources. Chief Williams states that the over-budget cost will not come from CIP.

Motion; DePaul to authorize up to \$600,000 to purchase the Pierce engine with up to \$400,000 to be used as a down payment on the purchase.

Second; Brockman

Vote; 2 in favor (Brockman, DePaul) and 2 absent (Fallon, Nace)

3. Discuss and Approve Meeting Minutes for Regular Board Meeting of November 4th , 2019

Motion; DePaul to approve the meeting minutes for the regular Board meeting of November 4th, 2019

Second; Brockman

Vote; 2 in favor (Brockman, DePaul); 2 absent (Fallon, Nace)

CLOSED SESSION: *(public is asked to leave the room and closed session begins at 8:40pm; quorum is present)*

1. Discuss and Approve Meeting Minutes for Closed Session of the Regular Board Meeting of October 7th, 2019

Motion; DePaul to approve the closed Session of the Regular Board Meeting of October 7th, 2019

Second; Brockman

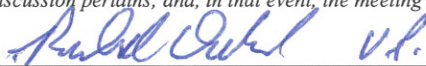
Vote; 2 in favor (DePaul, Brockman) 2 absent (Fallon, Nace)

Closed Session adjourns at approximately 8:51pm; Chairman Verworn re-opens the regular Board meeting up at 8:54pm.

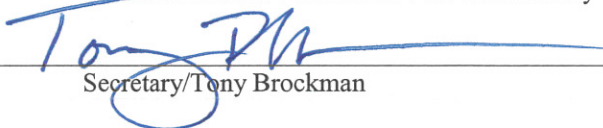
There is additional discussion brought by Covington regarding the phone system. He clarifies that there was one bid presented because he had strong reservation about getting other bids due to having changed to Charter half way through the system being installed due to better pricing. He states that once the issues started Charter 'basically said not our problem.' Covington states that the Company whom he presented is local and was referred by a company who Fallon had referred him to. DePaul reiterates his view that taking the lowest bid does not mean getting quality service and product. He would prefer to spend more money initially so that more money isn't spent in repairs because the lowest bid was accepted and uses personal experience as a school board member and how frustrating it had been to not have things done right the first time because the lowest bids kept winning.

Chief Williams informs Trustees that MSU Local Government Center is conducting their annual Staff and Command seminar on January 10th, 2020 in Great Falls and encourages them to attend. Expenses will be paid by the Department and Chief Williams will make the arrangements. He states that any questions attendees have will be addressed by a panel of experts and that a good mix of both fire chiefs and trustees have attended in the past. Both he and Covington are planning to attend. Verworn will be on his honeymoon but both DePaul and Brockman express interest in attending. Meeting adjourns at 9:01pm.

The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.



Chairman Brodie Verworn or Vice Chair Randy DePaul



Secretary/Tony Brockman